United Nations A/AC.172/2016/1

General Assembly

Distr.: General
16 June 2016

Original: English

**Committee on Conferences**
**Substantive session of 2016**
6-13 September 2016

# Agenda and programme of work for 2016

The agenda for the substantive session of 2016 of the Committee on Conferences was approved by the Committee at its organizational session, on 25 April 2016, on the basis of an annotated provisional agenda proposed by the Secretariat (see A/AC.172/2016/L.1, annex). The approved agenda for the substantive session is accordingly issued in the present document.

All matters pertaining to conference management and regularly reported under the agenda item "Pattern of conferences" will be included in one consolidated report. Statistical and other relevant data will be presented as information supplementary to the report. At its organizational session, the Committee also decided, as it had in previous years, to include in its programme of work for the year informal briefings by the Secretariat on issues related to conference management that are of interest to the Member States. In preparation for the substantive session, a briefing by the Secretariat is proposed for 2 September 2016. Other briefings may be scheduled at the request of Member States.

At its organizational session, the Committee also reconfirmed the dates for its substantive session, to be held from Tuesday, 6 September, to Tuesday, 13 September 2016. The programme of work will follow the same pattern as in previous years: the Committee will meet formally on 6 and 7 September, and will hold informal consultations on 8 and 9 September as required, before concluding its work on 13 September.

## Agenda

1. Adoption of the agenda and other organizational matters.
2. Calendar of conferences and meetings:
   (a) Requests for exceptions to section I, paragraph 7, of General Assembly resolution 40/243;

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(b) Adoption of the draft revised calendar of conferences and meetings for 2017;

(c) Intersessional departures for 2016.

3. Meetings management and utilization of conference-servicing resources and facilities:

(a) Meeting statistics of United Nations organs and consultations with/letters to bodies concerning utilization of conference-servicing resources;

(b) Provision of interpretation services to meetings of bodies entitled to meet "as required";

(c) Provision of interpretation services to meetings of regional and other major groupings of Member States;

(d) Utilization of conference facilities at the United Nations Office at Nairobi;

(e) Utilization of the conference centre at the Economic Commission for Africa.

4. Integrated global management.

5. Matters related to documentation and publications.

6. Matters related to translation and interpretation.

7. Organization of work.

8. Adoption of the report and proposed dates for the organizational and substantive sessions for 2017.

## Annotations

**1. Adoption of the agenda and other organizational matters**

**2. Calendar of conferences and meetings**

**(a) Requests for exceptions to section I, paragraph 7, of General Assembly resolution 40/243**

The Secretariat will report on requests received pursuant to paragraph 15 of resolution 47/202 A and section I, paragraph 7, of resolution 40/243, for action by the Committee.

*Documentation*: Letter from the Chair of the Committee on Conferences to the President of the seventy-first session of the General Assembly (A/71/__)

**(b) Adoption of the draft revised calendar of conferences and meetings for 2017**

The draft revised calendar of conferences and meetings of the United Nations for 2017 will be prepared pursuant to section I, paragraphs 2 and 3, of resolution 70/9 on the pattern of conferences.

*Documentation*: Draft revised calendar of conferences and meetings of the United Nations for 2017 (A/AC.172/2016/L.2) (to be issued)

**(c) Intersessional departures for 2016**

The Secretariat will compile a list of requests for intersessional departures from the approved calendar of conferences and meetings for 2016, together with information on any action taken by the Committee.

**3. Meetings management and utilization of conference-servicing resources and facilities**

**(a) Meeting statistics of United Nations organs and consultations with/letters to bodies concerning utilization of conference-servicing resources**

The Secretariat will report on the matter pursuant to paragraphs 12 to 16, 29 and 30 of resolution 70/9.

*Documentation*: Statistical data and analysis of the programmed and actual utilization of conference-servicing resources allocated to calendar bodies at all four duty stations will be made available to the Committee as supplementary information. The analysis uses a new methodology that adjusts the scope and reporting cycle beyond the core sample to include all calendar bodies. The Chair will report orally on consultations with core sample bodies in New York that have underutilized their conference-servicing resources.

**(b) Provision of interpretation services to meetings of bodies entitled to meet "as required"**

The Secretariat will report on the matter pursuant to paragraph 17 of resolution 70/9.

**(c) Provision of interpretation services to meetings of regional and other major groupings of Member States**

The Secretariat will report on the matter pursuant to paragraphs 19 and 20 of resolution 70/9.

**(d) Utilization of conference facilities at the United Nations Office at Nairobi**

The Secretariat will report on the matter pursuant to paragraph 23 of resolution 70/9.

**(e) Utilization of the conference centre at the Economic Commission for Africa**

The Committee will consider the status of this item.

**4. Integrated global management**

The Secretariat will report on the matter pursuant to paragraphs 36 to 54 of resolution 70/9.

**5. Matters related to documentation and publications**

The Secretariat will report on the matter pursuant to paragraphs 55 to 92 of resolution 70/9.

**6. Matters related to translation and interpretation**

The Secretariat will report on the matter pursuant to paragraphs 93 to 122 of resolution 70/9.

**7. Organization of work**

In section II.A, paragraph 20, of its resolution 57/283 B, the General Assembly encouraged the Committee to keep under continued review the procedures for the participation of observers in the work of the Committee.

**8. Adoption of the report and proposed dates for the organizational and substantive sessions for 2017**

The Committee will adopt its draft report for 2016 and the draft resolution on the pattern of conferences for recommendation to the General Assembly at its seventy-first session. The Committee will approve the dates proposed for its organizational and substantive sessions for 2017.